AGS/RHIC Alarm (Alarm Display Task – ADT) Response Policy
Ver 8.18.2003 -- pfi

Collider Accelerator Department Alarms shall be monitored 24 hours a day 365 days a year. During accelerator operating periods alarms are monitored by the MCR Group, the Collider Accelerator Support Group (CAS), and the Siemens Power Room Watch. During accelerator shutdown periods alarms are monitored by Plant Engineering's Site Supervisor as well as by CAS.

1   Every attempt shall be made to keep the THREE (AGS, RHIC, EAGAL(CAS) ADT alarm screens clear of alarms.

2   During accelerator operating periods, the OC shall designate one operator each shift to periodically monitor all the alarm screens. (The operators may be assigned to share the responsibility during the course of the shift). REGULARLY (at least every 30 min) the operator shall review the alarm screens. The operator shall not erase alarms. The operator shall Acknowledge alarms whose origin is understood.

3   If you don't know what is generating the alarm, CALL (24 hour) the engineer for the system that is alarming to find out the cause.

4   During accelerator operating periods, do not call in someone to clear an alarm, unless the alarm corresponds to equipment that holds the physics program(s) off.

5   Alarms that a system engineer DOES NOT WANT TO BE CALLED ABOUT can be masked off from the screen. Send an e-mail to Ingrassia and Sampson when alarms are masked off for this reason so we can follow up.

6   Report every alarm on the EAG(AL)/CAS alarm display located at MCR_2, to a CAS watch technician.

7   Alarm Response Instructions are provided to help guide your response to alarms. To view an alarm response instruction, left click on the alarm on the ADT screen, then right click on the alarm and get a pop up menu. From the popup select, Respond Instructions. IF a web browser is not running then it will take a minute before you see the instruction -- pump room alarms take longer. The list of alarm response instructions can be found at
http://www.agsrhichome.bnl.gov/Controls/doc/AlmRspInst/?M=A

8   Some alarms that appear on the ADT are also sent to e-mail enabled cell phones carried by the CAS Watch Supervisor, the MCR Operations Coordinator, and the Power Room Watch. The types of alarms that are sent to the cell phones are managed by Ingrassia/Sampson. In general, pump room, building temperature, and RHIC experiment alarms, are e-mailed to the cell phones. **THE BUFFER OF THE CELL PHONE WILL HOLD ONLY 30 MESSAGES – THE RESPONSIBILITY TO MANAGE THE NUMBER OF ALARMS IN THE CELL PHONE BUFFER IS THE RESPONSIBILITY OF THE PERSON CARRYING THE CELL PHONE. MESSAGES ARE AUTOMATCIALLY REMOVED FROM THE BUFFER IF NOT READ IN THREE DAYS.**

Cell Phone numbers:
MCR = 631 807 4933   password   mcr4662
CAS = 631 786 5911   password   CAS
MMPS = 631 921 1746 password MMPS